

**COMMITTEE OF THE WHOLE MINUTES  
SEPTEMBER 12, 2022**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, held a meeting of the Committee of the Whole on Monday, September 12, 2022, in Building E, Room E100.01/Virtual.

**1. Call to Order by Presiding Officer**

Chair Rakow called the meeting to order at 3:02 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Ms. Rakow, Dr. Redmer, Mr. Duffy, Mr. Nowak, Dr. Ollayos, Mr. Rodriguez and Student Trustee, Ms. McVey. Trustees participated in-person.

*Trustees absent:* Dr. McCreary

*ECC Staff present:* Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning and Student Development; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Mr. Vazquez, General Counsel; Ms. Kerruish, Recorder; ECC staff members and visitors.

**2. Consideration of and Possible Actions on Any Requests for a Board Member's Electronic Participation in Meeting**

No considerations necessary at this meeting.

**3. Pledge of Allegiance**

The Pledge of Allegiance was led by Trustee Nowak. A moment of silence was observed for the anniversary of 9/11 and for the late Queen Elizabeth II.

**4. Approval of Meeting Minutes of the Committee of the Whole, August 8, 2022**

Chair Rakow requested approval of the minutes of August 8, 2022.

***Motion:*** Trustee Rodriguez moved to approve the minutes.

***Second:*** Trustee Redmer seconded the motion.

Trustee Nowak indicated that his request to have a presentation about the term Latinx was not listed on the September agenda. A document outlining the evolution of the term was included in the Board's packet. A verbal presentation will be made at the October Committee of the Whole meeting.

***Roll-Call Vote:*** Aye, 6; Rakow, Redmer, Duffy, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye: motion carried.

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**5. One-Time Employee Appreciation Payment**

Chair Rakow requested approval of the one-time employee appreciation payment.

**Motion:** Trustee Ollayos moved to approve the one-time employee appreciation payment.

**Second:** Trustee Duffy seconded the motion.

**Roll-Call Vote:** Aye, 6; Rakow, Redmer, Duffy, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye: motion carried.

Dr. Sam shared a thank you note received from SSECCA leadership.

**6. Presentations**

**A. Expanding Health Professions – Dr. Wendy Miller**

Dr. Miller presented an overview of ECC's expanding health professions. Ms. Marlin reviewed the Medical Assistant program. Ms. Stanley reviewed the new Ophthalmic program. Trustee Nowak inquired about average salaries for graduates of these programs and if they are a stepping-stone to other programs we offer. Average salaries for medical assistants are approximately \$19-\$20 per hour and for ophthalmic technicians in Illinois are between \$42,000-\$55,000 per year. The application process for these programs was outlined. Chair Rakow inquired about the readiness of Building A for these programs and it was explained that we do in fact have the space. The Respiratory Therapist program is scheduled to launch on Fall 2023. There is a high demand for these jobs and many area clinics and hospitals are seeking ECC graduates.

**B. Sabbatical Report – Community Engagement and Carlow College – Professor Walz**

Professor Walz spoke on her time at Carlow College in Ireland. She was able to work with marginalized and underrepresented faculty and students in the community. She outlined the challenges and opportunities facing the marginalized and underrepresented.

**7. Construction Update**

Dr. Wagner provided an overview of the current construction projects on campus.

The following items were highlighted:

- Building A 3<sup>rd</sup> floor build-out
- Building B office renovation project
- Building B chimney restoration project
- Building G IRE office suite project
- Building G auto shop approach apron repair project
- Building H phase II
- New Truck Driving classroom building project
- Building L generator, HVAC and hot water heater
- 600 S. McLean Blvd (Colonial) removal of water service line
- Culinary expansion and renovation – planning meetings are being scheduled
- Athletics area in Building J needs assessment to be done

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- Manufacturing Center – contracts are in final state; a soft kick-off meeting with architects and CM is scheduled for later this month; and DCEO budget packets are being prepared for submission

After reviewing the above projects, Dr. Wagner mentioned that additional information would be provided at the Finance Committee meeting next month. Chair Rakow asked about the status of the sign approval and Dr. Wagner shared that approvals are pending.

**8. Review Board Actions on the September 13, 2022 Regular Board Meeting Agenda**

**A. Purchases**

**1. Construction Management Fees – Truck-Driving (Board Action No. 044-A-23)**

There were no comments or questions on this item.

**2. Fall Impact Magazine (Board Action No. 045-M-23)**

There were no comments or questions on this item.

**3. Graduation Regalia and Supplies (Board Action No. 046-A-23)**

There were no comments or questions on this item.

**4. Moving & Storage-Building H Renovation Project (Board Action No. 047-B-23)**

There were no comments or questions on this item.

**5. Programmable Logic Controllers and Mechatronic Trainers (Board Action No. 048-I-23)**

There were no comments or questions on this item.

**6. Ratification of Architectural Fees-Building H Renovation Modification Phase 2 (Board Action No. 049-A-23)**

There were no comments or questions on this item.

**7. Ratification of Nursing Lab Audio Visual Equipment (Board Action No. 050-I-23)**

There were no comments or questions on this item.

**8. Ratification of Purchase and Sale of Vehicle (Board Action No. 051-A-23)**

There were no comments or questions on this item. Dr. Sam thanked the Board for their support of this item.

**B. Other Agenda Items**

There were no other agenda items brought forward.

**9. Audience Wishing to Address the Board**

There were no audience members wishing to address the Board.

*The Board recessed at 3:57 p.m. and reconvened at 4:09 p.m.*

**10. Old Business**

- The next Finance Committee meeting is Monday, October 10, 2022; the finance meeting packet will be provided one week earlier so that the Board has ample time to review.
- Dr. Ramos reviewed the utilization of the term Latinx for the Board. Trustee Nowak requested a presentation on this topic during the Committee of the Whole meeting. In addition, Trustee Nowak inquired about a few items in a previous Equity, Diversity and Inclusion report. Dr. Ramos provided additional details and Dr. Sam also indicated that ILEA achievements and equity plans will be addressed in more detail in an upcoming report.

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He further indicated that many entities are requiring equity outlines from college; stating that equity is a bigger conversation than race and ethnicity alone.

Discussion continued with the suggestion that the Board investigate taking a “hidden bias” test to learn more about themselves and each other. Trustee Ollayos mentioned adding “neurodivergent” to the conversation.

**A. Future Board Meetings**

ICCTA survey results regarding videotaping and posting board meetings online were provided for the Board to review. The majority of colleges surveyed post video recordings ‘internally’ to their website only and do not post via YouTube. There was discussion about the length of time to keep video recordings available online. A suggestion was made to keep them on the website as long as minutes are resident on the website. It was also suggested that they be left on indefinitely. We currently post the current year’s meeting minutes and board books and archive the preceding year online. We will continue to post on the website at this time; however, should space become a concern, this may be adjusted.

**11. New Business**

**A. Items of Professional Growth**

**1. ACCT Leadership Congress Voting Delegate and Alternate**

Trustee Ollayos will be the Delegate and Trustee Duffy will be the Alternate.

**2. Community Engagement Events**

Ms. Kerruish reviewed the upcoming community engagement events that Trustees are slated to attend prior to the October board meeting.

In addition, the April 2023 election information will be available on ECC’s website under Board of Trustees by September 19, 2022.

**B. Future Board Meetings**

There were no concerns with the proposed meeting dates for 2023.

**C. President’s Remarks**

- Dr. Sam provided an overview of the Center for Undergraduate Research, Innovation, and Creativity which is available to all students at ECC.
- Dr. Sam thanked the Board for attending the Aspen Day celebration for staff this afternoon and for allowing the College to award the employees the one-time payment of \$500. There will be another celebration at 10:45 p.m. tonight to celebrate with both 2<sup>nd</sup> and 3<sup>rd</sup> shift employees.

**D. Chair’s Remarks**

- Chair Rakow reminded the Board that Trustee Duffy is being recognized at the Foundation Gala with a Lasting Impact Award. Trustee Duffy is currently the longest serving trustee in Illinois. Trustee Ollayos indicated that there will be special guests such as Jim Reed and Bill Kelly in attendance.
- Dr. Sam received the NCMPR Pace Setter Award.

**E. Announcements**

- Trustee Ollayos provided feedback regarding marketing for various community events such as the library event, visual and performing arts events and for Spartan Terrace. Several community members have indicated that they have not been receiving the various mailings that the College sends.

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- Trustee Redmer verified that we will have representation at the Heritage Fest.
- Trustee Ollayos discussed the annual Foundation giving campaign and the yearly gift from the Board. Trustee Ollayos & Chair Rakow will work together to have this done by the next Foundation meeting. She also mentioned that the Foundation is gearing-up for the *Bright Futures* fund-raising campaign.

**F. Issues for Next Month's Agenda**

There were no issues to add to next month's agenda, other than the topics indicated earlier in the meeting.

**12. Adjournment**

**Motion:** Trustee Nowak moved to adjourn the meeting.

**Second:** Student Trustee McVey seconded the motion.

**Voice Vote:** Aye, 6; Rakow, Redmer, Duffy, Nowak, Ollayos, Rodriguez;  
Nay, 0; Student Trustee McVey, aye. Motion carried.  
The meeting was adjourned at 4:53 p.m.

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John Duffy, MS Ed, Board Secretary

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Diane Kerruish, Board Recorder